

Town Manager's Monthly Report for July 2020



TOWN MANAGER'S UPDATE ...

- Received \$36,676.09 of MSA which was based on 5.9 miles of municipally maintained streets and a population of 1,400.
- Our DFIT Workers Compensation 2020 Renewal Proposal is 8.6% lower or a reduction of \$3,990.
 - The expiring premium is \$46,364 and the renewal is \$42,374.
 - This is excellent and reflects a good experience modification, a reduced funding requirement for the DFIT program which resulted in a reduction of the class code rates for policy year 2020-21.
 - Compared to the current DCRB/DE state insurance assigned risk rates, the DFIT rates are averaged at 16% lower.
- Attended webinar on July 15, 2020, on "Transforming Law Enforcement to Address Public Health".
- Attended Charter & Ordinance Committee meeting on July 17, 2020.
- Attended a virtual meeting with Verizon to get an update regarding 4 and 5G DAS in Fenwick Island.
- Interviewed with WRDE on July 23, 2020 regarding dredging and the recent hotel moratorium.
- Attended webinar on July 28, 2020 on "Building and Maintaining Equity Mindset in Local Government".
- Attended webinar on July 29, 2020, "SLLC Supreme Court Review".
- Attended ACT Managers Strategic Planning Meeting.
- Worked to negotiate a contract with Lincoln Willis to represent ACT as a lobbyist.
- Arranged COVID-19 testing for FIBP, FIPD and FI employees. We have not had any positives.
- Worked on trash contract. We have bid the contract and decided to extend the current contract. We are requesting Council approval at the August 28, 2020, meeting.
- Prepared budget for uploading into Edmunds financial system.
- Submitted the Office of State Planning Annual Report (attached).
- Tax, trash and ambulance service bills were mailed July 23, 2020 in the amount of \$926,662.70. As of August 17, 2020, we have received \$213,126.28.

UPDATES FROM DEPARTMENTS

Sidewalks

- Representative Gray was able to include \$250,000 in the State's FY 2020 bond bill for Coastal Highway Sidewalks – June 2019.
- In Fall 2019, we have received approval from the State to begin work.

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- We were pleased to learn the Fenwick Island sidewalks are part of the Proposed FY21 to FY 26 DelDOT Capital Transportation Program. The sidewalk project was ranked 13 out of 116 projects. We attended the public hearing in Georgetown to encourage the project be moved up. Planning and Engineering are scheduled to start in July 2023, right-of-way work will begin in July 2025, with construction beginning most likely in July 2026.
- We are seeking proposals for engineering work on a five-block sidewalk project scheduled to begin in Fall of 2020.
- Met on October 8, 2019 to discuss Kercher proposal.
- Met on November 20, 2019 to discuss Century Engineering proposal.
- We recommended the Century Engineering proposal be accepted.
- Kick off meeting was held on January 28, 2020.
- CTF funding approved and equipment ordered.
- Initial plans were presented in May 2020.
- Fenwick Island Sidewalks are still in the DelDOT Capital Transportation Program; however, they have been moved to FY 2026 and are ranked 26th.
- We are working with Century Engineering to pursue a TAP grant.
- Along with Committee Chair Carmean, Council Member Weistling, and Sonia Marichic-Goudy of Century Engineering (virtually) met on July 21, 2020, with Senator Hocker and Representative Gray to discuss support for the sidewalk project.

Dredging

- A kick-off meeting with our engineer, Anchor QEA, Freeman and Company was held on October 16, 2019.
- The site visit was held on October 28, 2019.
- Engineering work is currently being conducted.
- Along with Council Members Merritt, Weistling, and Consultant Tony Pratt, met with Anchor on March 9, 2020 to discuss project and next steps.
- On June 26, 2020, Council approved spending up to \$6,000 for a bathymetric survey of Little Assawoman Bay.
- Met virtually on July 10, 2020 with Steve Bagnall of Anchor QEA to discuss the dredging project.
 - Met virtually on July 21, 2020 with Steve Bagnall of Anchor QEA to discuss and update the Dredging Committee on the dredging project.

Coronavirus

- Adopted COVID-19 leave policy.
- Adopted telework policy and form.
- Investigated teleconferencing tools.
- Drafted checklist for teleconferencing meetings.
- Drafted script for teleconferencing Council meetings.

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- Coordinated efforts to continue operations remotely.
- Coordinated staff safety measures – alternating staff remote working and in office.
- Secured buildings.
- Stocked supplies to reopen safely.
- Developed re-opening procedures for Beach, Town offices and facilities.
- We have opened the beaches.
- Council adopted a resolution on May 29, 2020 allowing additional outdoor seating at restaurants and outdoor sale areas.
- Council adopted a resolution on June 24, 2020 allowing farm produce stands in Fenwick Island when certain conditions are met.